

FREDERICK COUNTY  
Local Emergency Planning Committee (LEPC)  
Meeting Minutes

DATE: Monday, February 13, 2012

LOCATION: Division of Fire and Rescue Services  
Public Safety Training Facility  
5370 Public Safety Place  
Frederick, MD

ATTENDEES: Steve Cooper, FC-DEP; Dennis Dudley, FPD; Page Etzler, FMH;  
Gregory Eyler, Thurmont PD; Dewey Foreman, HAZMAT Vol.;  
Nicholas Geier, Red Cross; Richard Himes, FC-DFRS; Chip Jewell, FC-  
DEC; Carroll Jones - Brunswick; Jack Markey, FC-DEM; Dave Martin,  
FCSO; Tom Meunier, FC-DPW; Seamus Mooney, FC-DEP; Doug Orner,  
VFRA; Judy Peterson, Red Cross; Robin Santangelo, FC-PIO;  
John Reginaldi, MEMA; Ross Smith, NIH

Chairman Dudley called the meeting to order at 0835 hours, followed by introduction of those in attendance

MEETING MINUTES:

- A motion was made by R. Himes and seconded by C. Jewell that the minutes of the December 12, 2011, meeting be accepted as presented. The motion passed unanimously.

COMMITTEE REPORTS:

- External Committee
  - Chairman S. Mooney stated that the committee had not met recently.
  - Bids are due in by February 28 for the 2012 DFRS/LEPC functional drills and EOC table-top exercise.
- Internal Committee
  - Chairman S. Cooper stated that the committee had not met recently.
  - The annual LEPC Public Notice has been published in the Frederick News Post.

OLD BUSINESS or INFORMATION:

- Status of 2012 joint DFRS & LEPC functional drills and EOC table-top exercise
  - S. Mooney reported that quotes went out to five vendors, which is required by County procurement regulations. As previously stated, the bids are due in by February 28.
  - There may be FY10 Homeland Security training funds available if the bids go over the \$15,000 we currently have available from the two grants.
- FY11 Grant Spending
  - All funds have been spent.
- FY12 grant status/spending
  - The Frederick County LEPC has received a FY12 grant totaling \$7,000, and we will be going to the BOCC for approval to accept the grant.
  - \$5,000 has been committed to the DFRS & LEPC functional drills and EOC table-top exercise.

NEW BUSINESS:

- Election of Officers
  - Chair
    - Nominated: Dennis Dudley and Carroll Jones
    - By vote of the membership present, Dennis Dudley was elected to Chair the LEPC.
  - A motion was made by C. Jewel and seconded by T. Meunier that the following unopposed positions be filled by unanimous consent. The motion passed unanimously.
    - Vice Chair - Seamus Mooney
    - Secretary - Steven Cooper
    - Community Emergency Coordinator - Barbara Brookmyer
    - Public Information Officer - Robin Santangelo
- Action on proposed membership list for 2012
  - A motion was made by R. Himes and seconded by T. Meunier to send the proposed 2012 membership list (as amended) to the BOCC for approval and submission to the State. The motion passed unanimously.
- National Response Center Notifications
  - S. Cooper reported that two Situational Awareness Reports had been received from the National Response Center.
- S. Mooney said he would like a group of 4 or 5 LEPC members to review the proposals that are received for the DFRS & LEPC functional drills and EOC table-top exercise.
  - The following members volunteered to serve on the review committee: S. Mooney; R. Santangelo; C. Jewel; D. Orner; and D. Dudley.

ROUNDTABLE:

- C. Jones
  - Brunswick's new fire station is being dedicated on February 18.
  - He asked S. Mooney for an update on the Everbridge Notification System, and if the municipalities will be able to use it.
    - The public notification side of the system was rolled out on December 18, and approximately 2200 people have signed up.
    - There are four categories in the public side, with severe weather being the most active.
    - Data is being loaded into the internal notification side.
    - At present, we only have nine categories, but Everbridge will be expanding their system. Once that is done, we will be approaching the municipalities.
- N. Geier
  - Introduced himself as the new Executive Director of the Frederick County Chapter of the American Red Cross.
- P. Etzler
  - Frederick Memorial Hospital (FMH) has purchased Everbridge through a grant, and they probably need to meet with the County.
  - FMH has reorganized its emergency preparedness. They now have the Hospital Emergency Response Team (HERT Team) consisting of numerous disciplines within the hospital and community members.

- FMH has purchased a lot of supplies through grants, and hopes to get some of it out to the community. She will provide a list of supplies to the LEPC for review.
    - J. Peterson stated we should have a list of all available supplies within the County available somewhere.
  - The HERT Team trains regularly and would like to participate in training being done by other agencies.
- J. Markey
- Tier II facilities pay a fee when filing; 50% of the fee collected is distributed to the state's LEPCs. The Administration Funding Bill has changed one word in the proposed Community Right-To-Know Fund. The current law states the 50% funds "shall" be distributed; the proposed legislation states the funds "may" be distributed.
    - A motion was made by R. Santangelo and seconded by T. Meunier for J. Markey to draft a letter to the BOCC stating the LEPC's opposition to the change in the language. The motion was passed by consensus.
    - R. Santangelo also stated we should be engaging the municipalities and other County's with LEPCs.
  - The last of the new radio tower sites is coming under power this week.
  - We moved the paging transmitter in Brunswick from the old fire station to the water tank to improve coverage.
  - Acceptance testing of the new radio system will be conducted in the spring of 2012 and the system should go "live" in mid-June.
- D. Martin
- FCSO and MSP conducted an emergency response exercise at the National Training Center in Emmitsburg.
  - The Frederick County Health Department has a closed POD (point of distribution) exercise scheduled for mid-March.
- S. Cooper
- Passed around a brochure for a 2012 Business Educational Seminar being sponsored by the Pima County (AZ) LEPC this month.
- S. Mooney
- A Swift Water Rescue Exercise is being conducted on February 18 from 0900 – 1500 hours. The EOC will be the Area Command Post. We will be getting with R. Santangelo about putting together a press release.
  - The National Capital Region sent out a Request for Information for an emergency notification system, and he was asked to assist.
- J. Reginaldi
- There was a larger than expected turnout for the seminar: ICS Lessons Learned from the 9-11 Pentagon Attack. The FBI may be able to do the seminar in the western part of the state.
  - New special interest groups have been set up within InfraGard.
  - House Bill 643 passed requiring State facilities to meet new outside lighting standards which will create dark spots outside facilities. There is a new provision for exceptions proposed by law enforcement agencies.
- T. Meunier
- DPW has gone through reorganization as a result of the elimination of the Management Services Division, and they are currently reviewing efficiencies.

- J. Peterson
  - The Frederick County Chapter of the ARC is participating in this week's Swift Water Rescue Exercise. They will operate three mobile feeding stations.
  - Mayor Jones complimented the Frederick County Chapter of ARC on their response to the fire in Brunswick last week.
- R. Santangelo
  - Commended the Department of Emergency Preparedness on their weather alerts through the Everbridge Notification System. It is a good system and is working well.
  - Gave a brief overview of the recent County reorganization.
- D. Foreman
  - On behalf of R. Himes, announced that there would be a Weapons of Mass Destruction course offered in May.
- C. Jewell
  - The Emergency Communications Center has the Frederick County Chapter of the ARC in CAD as a responding unit to notify the ARC in a timely manner.
  - The Back-up 9-1-1 Center will be going through an update and may not be available during an undetermined period of time.
  - The Maryland Numbers Board will be meeting in the County.
  - The State's construction of its new 700 MHz radio system is well underway and may be placed in service about the same time as the County's new radio system.
  - The Maryland Numbers Board is looking at the future of the 9-1-1 system in Maryland. What we have in Frederick County may be the future of the 9-1-1 system in Maryland
- D. Orner
  - As reported earlier, the new Brunswick fire station goes in service on February 18. It is a nice facility.
  - The meters purchased for the fire service by the LEPC with FY11 grant funds are being prepared for service.

A motion was made by J. Peterson and seconded by J. Markey to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 0925 hours.

The next meeting will be held on April 9, 2012, at the Division of Fire and Rescue Services, 5370 Public Safety Place, Frederick, MD 21704.

Respectively submitted by Steven Cooper, Secretary.